

City of Gulfport

RFP Engineering Master Services Agreement

The City of Gulfport intends to employ individuals and/or qualified firms to represent the City of Gulfport to provide Professional Engineering Services on an as-needed basis. Services will include, but are not limited to preliminary engineering reports, design, environmental and surveying services, construction drawings and construction observation and other tasks that may become necessary during the process.

Delivery of proposal - One (1) original, three (3) copies and one digitally converted copy shall be submitted in a sealed envelope, clearly identified as **Request for Proposal for Engineering Master Services Agreement. Proposals will be accepted until 5:00 pm on August 23, 2013. Any proposal received after the date and time stated herein will be returned unopened.**

Those firms interested in providing a proposal can obtain a copy of the RFP from the Office of Procurement, 1410 24th Avenue, Gulfport, MS, (228) 868-5705, between the hours of 8:00 am and 5:00 pm Monday through Friday.

Inquiries – all inquiries shall be in writing and directed to the following person. No questions or request for clarifications will be addressed within 5 days of the due date.

Procurement Department
Hardy Bldg., 1410 24th Avenue
Gulfport, Ms. 39501
228-868-5705

A selection committee will review each proposal based on grading criteria to be published in the RFP document and will assist the City's governing authority in evaluating the submissions and assessing the most qualified. The governing authority retains the ultimate authority in making these determinations. The committee may develop a short list from which interviews will be scheduled and evaluations will be based in part on review of ONLY the data submitted in response to this request for proposal. Upon final selection and determination made by the City's governing authority, a written contract may be awarded to the individual/firm whose bid/proposal is determined by the governing authority to be the most qualified and/or the lowest and best.

The governing authority will consider terms and conditions and factors relating to price, financial responsibility, technology, legal responsibilities as well as a bidder's or proposer's "responsibility" concerning matters that relate to the prompt and efficient performance of the contract, including the bidder's or proposer's honesty and integrity, skill and business judgment, experience and capability of performing the contract, conduct under previous contracts, and the quality of previous work, and a bidder's or proposer's customer satisfaction in prior or other contracts or projects, stability and solvency, and management experience in similar contracts, and any oral interviews with the review committee. The governing authority may consider any of the factors referenced herein in awarding the contract.

Proposals may be held by the City of Gulfport for a period not to exceed sixty (60) days from the date of receipt of proposal.

The City of Gulfport reserves the right to reject any and all Proposals and/or to discontinue contract execution with any party at any time prior to final contract execution. The City of Gulfport is an equal opportunity employer.

Direct contact with any city employee, including the Governing Authority, on the subject of this proposal, is strictly forbidden. Violation of this paragraph will result in disqualification of your submission.

Add Dates: 07-26-13
08-02-13